

USMS Convention — Jacksonville, Florida 2018

Committee Name:	Convention Task Force	Session #:	1
Committee Chair:	Ed Tsuzuki	Vice Chair:	
Minutes recorded by:	Ed Tsuzuki	Date/time of meeting:	Wednesday, September 26, 2018 2:30-4:00 pm

Actions Requiring Approval by the HOD:

1. NONE

Motions Passed: NONE

Number of committee members present: 7	Absent: 2	Number of other delegates present:
Committee members present (list all, including chair and vice chair): Leianne Crittenden, Rob Copeland, Nadine Day, Michael Heather, Crystie McGrail, Jessica Reilly, Ed Tsuzuki		
Committee Members Absent: Ed Coates, Heather Stevenson		

Minutes

The meeting was called to order at 2:40pm

1. Convention Presentation
 - a. Ed ran through HOD presentation for 9/27
 - b. Suggested that the outcomes/activities of the committee and workshops be tied more closely to the “local” (LMSC, clubs, self) participation to better explain the benefits that can be brought back to the members. Suggested to provide examples of the benefits and revise the graphics (shaded arrows) to better differentiate the outcomes of the HOD vs the committee meetings and workshops.
 - c. Suggested to mention cost reduction to LMSCs as comment when reviewing the activities of the task force
2. Task Force plans to continue its work. All task members are invited to continue.
3. Review of task force opportunities:
 - a. One hour meetings were good (ending promptly).
 - b. TF should continue to reach out to Volunteer TF to stay aligned as much as possible. In fact, as we move forward, should touch based more frequently
 - c. TF should increase contact with USA Swimming convention task force
 - d. Interim reports to BOD were good
 - e. Improve transparency with membership:
 - i. Post our meeting minutes to the website.
 - ii. Encourage others to attend our meetings
4. Suggestions for the task force to consider:
 - a. Planning a separate convention on a regular basis (perhaps every 5 years)
 - b. Rotate locations to include the west coast
 - c. Work on detailed convention schedule
 - i. Consider educational opportunities (e.g. Coaches Certification) within actual convention days (not a day before)
 - ii. Cluster HOD meetings closer together – to get HOD activities more concentrated
 - iii. Label the only the HOD activities (Elections, Budget, Rules) as “HOD” meetings
 - iv. Schedule BOD meeting within the main schedule and encourage more general member attendance
 - d. Get voice of membership
 - e. Continue work on delegate preparation for convention (website and related documents). Benchmark with usaswimming.org
 - f. Recommend use of “Sched” app (national office already looking in to this)
5. Ed to send Doodle poll for the next call(s)

Tasks for the Upcoming Year

1. Continue work as stated above.

The meeting was adjourned at 4:05pm
